CJA24 Tips

Authorization and Voucher For Payment of Transcript

Things to Remember:

- Attorney <u>must</u> fill out items 2-14. (Item 1 will be entered automatically by the payment system or by court staff)
- Attorney must sign and date item 15.
- Original Signatures on this voucher are required for processing and payment. To submit your voucher, you mail or deliver the <u>original signed</u> CJA24 form to the Boise <u>Clerk's Office</u>. The Clerk's Office will send it to the Judge for payment approval. If approved, it will be sent on to the court reporter or transcription company for production of the requested transcript(s).
- The Court will sign, or acquire appropriate signatures for items 16-24.

You can access this form in eVoucher.